

Frequently Asked Questions

How do I know if I need a permit?

A permit is required to erect, construct, enlarge, alter, repair, move, demolish or change the occupancy of a building, structure or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by the code. Cosmetic interior remodeling, such as replacement of cabinets, doors, carpeting and plumbing fixtures do not require a permit.

Do I need a permit to build a detached building or garage?

Yes, a permit is required for any detached structure or accessory building which is larger than 200 sq. ft. Contact the Building Inspection department or Planning Department prior to building any structure for information on allowable sizes and building setbacks.

Do I need a permit to finish my basement?

Yes, you may also reference a useful document on basement finishes. ([click here](#))

Do I need a permit to replace my windows or siding?

Yes, contact the Building Inspection Department for details. (913-583-1182 e130)

Do I need a permit to re-roof my house?

Yes, in addition the code requires a complete tear-off w/only 1 layer of roofing material. Roofing Contractors must be licensed by Contractor Licensing.

Do I need a permit to place or replace a sign?

Yes, most situations require a permit. Contact the Building Inspection Department for more information. (913-583-1182 Ext.130)

Do I need a permit to install or replace a fence?

Yes, check with the Building Inspection Department or City Planner for details before installing. Swimming pools, spas and hot tubs also have special requirements.

Does the City require business licenses?

No, The City currently does not require a business license; however, *all Contractors or Sub-Contractors must be licensed by Contractor Licensing prior to applying for permits.*

What if I do the construction work myself?

An owner may act as a General Contractor and perform construction work only if they, *Own and Occupy*, as their primary residence, the property listed on the permit as the site address. A notarized statement is required and they are subject to the same code inspections as a contractor would be.

Where do I apply for a permit?

Most permit forms and many documents are available on-line or at City Hall. Applications must be submitted to De Soto City Hall, Building Inspection Department, 32905 W. 84 St., De Soto, KS 66018.
(913.583.1182 Ext. 130)